

**CHARTER OF THE
DEPARTMENT OF ENERGY
CRITICALITY SAFETY SUPPORT GROUP**
Revised: April, 2006

I. BACKGROUND

On July 14, 1997, the Department of Energy (DOE) accepted Defense Nuclear Facilities Safety Board (DNFSB) Recommendation 97-2, *Criticality Safety*. Subrecommendation 8 within Recommendation 97-2 states:

Identify a core group of criticality experts experienced in the theoretical and experimental aspects of neutron chain reaction to advise on the above steps and assist in resolving future technical issues.

The Criticality Safety Support Group (CSSG) was formed in response to Subrecommendation 8 and is composed of persons from DOE staff and contractors having collective knowledge in a broad spectrum of nuclear criticality technology and safety areas. CSSG Work Instructions are attached as Appendix A. The CSSG Membership Policy is attached as Appendix B.

II. MISSION

The primary function of the CSSG is to provide operational and technical expertise to the Department of Energy through the Nuclear Criticality Safety Program (NCSP) manager. The CSSG provides advice and technical support to help meet the criticality safety needs of DOE missions, including stockpile stewardship, materials stabilization, transportation, storage, facilities decommissioning, and waste disposal. The CSSG also makes recommendations for the implementation and execution of the coherent, efficient NCSP administered for the DOE by the National Nuclear Security Administration (NNSA).

The collective CSSG expertise encompasses critical and sub-critical integral experiments, differential nuclear physics measurements, nuclear data evaluation, calculational methods, criticality safety training and qualification, management of criticality safety programs, and criticality safety evaluations.

I. OPERATION OF THE CSSG

A. Organization

The Chair of the CSSG is appointed by the NCSP manager and serves a 2-year term. The Chair is responsible for coordinating the activities of the CSSG with the NCSP manager and for reporting these activities to the NCSP manager.

The Deputy-Chair of the CSSG is nominated by the membership of the CSSG and appointed by the NCSP Manager. The Deputy-Chair serves a 2-year term after which he

automatically assumes the position of Chair. The Deputy-Chair serves as the Chief Operating Officer of the CSSG and is responsible for tracking deliverables and taskings, developing CSSG funding requests/proposals for the NCSP Manager, documenting meeting results/notes/actions and performing the duties of the Chair when the Chair is absent.

The CSSG Chair may appoint subcommittees from the CSSG membership to review, report, or act on any matter of concern that comes before the CSSG.

In addition, to supplement the expertise of the CSSG members, the CSSG Chair, with the approval of the NCSP manager, may request other qualified individuals to provide the CSSG with technical expertise for specific tasks.

B. Meetings

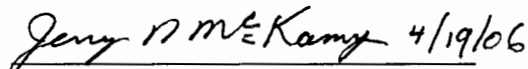
The Chair shall call CSSG meetings as needed but no less than four times annually. The presence of the Chair or Deputy-Chair standing in for the Chair is mandatory at CSSG meetings. In addition to the four formal CSSG meetings conducted each year, the CSSG meets regularly via teleconferences arranged by the CSSC Chair and/or by subcommittees appointed by the CSSG Chair.

C. Scope of Activities

The CSSG provides technical support to the NCSP manager for the performance of activities supporting the development and execution of the NCSP.

The CSSG will, in general, review and evaluate activities or conditions that have, or could have, a significant effect on nuclear criticality safety at DOE facilities, including the development or revision of DOE Directives, Standards, and Guides related to criticality safety. All tasks and initiatives that require expenditure of NCSP funds by any CSSG member (other than participation in meetings as discussed above) shall be undertaken only after a formal tasking directive from the NCSP manager has been issued to the CSSG Chair.

APPROVED:

 4/19/06

Jerry N. McKamy, NA-117
NCSP Manager